



Fullerton College

Student Services Office
ROOM 229 or [ZOOM](#)
Date: October 21, 2024
10:30 am to 12:00 pm

Health & Safety Committee Meeting Notes

Chairs: Elizabeth Martinez; Theresa Ullrich **Recorder:** Monica Ernandes

Members:

Steve Selby, Director, Campus Safety	Absent – Jim McKamy in attendance on behalf
Khaoi Mady, Director, Academic Computing Technologies	Present
Larry Lara, Director, Physical Plant & Facilities	Present
Pepe Barton, Director, Campus Communications	Absent
5 Faculty	
Philip Austin	Present
Zachary Harless	Present
Klutch Stanaway	Present
Amber Tsung Ju Kuo	Present
VACANT	
2 Classified	
Summer Marquardt,	Present
EJ Herrera	Present
2 Students	
Eeman Aslam Adam,	Present
VACANT	

Guests:

Tami Oh, District Director, Risk Management
Mejon Kairan, District Manager EH&S, Risk Management

Purpose:

Establish a Health and Safety Committee at Fullerton College

Outcomes:

- Facilitate input from campus constituencies about safety.
- Monitor perceptions of safety – disaggregated.

Agenda Item

Review Goals and Objectives:

The Goals of the Health & Safety Committee include:

- Raising awareness and use of campus and community health and safety resources
- Ensuring compliance with laws and regulations affecting safety
- Maintaining safe working conditions
- Increasing awareness of healthy lifestyle choices

The Objectives of the Health & Safety Committee are to:

- To facilitate communication of unsafe conditions, practices, and health concerns and recommend corrective action.
- To participate in the gathering and dissemination of health and safety information and training.
- Promote and provide opportunities for health and wellness activities.
- Serve as an advisory group on Emergency preparedness issues.

Deliverables:

- Present update and recommendations to PAC at least once per term
- Review relevant AP/BP related to safety at Fullerton College
- Provide safety recommendations to PAC

Committee Project/Task Items:

1. Clarify and Streamline Incident Reporting
 - a. Flow Chart of Incident Reporting
 - b. Marketing of Incident Reporting Instructions/Phone/Email/Maxient/Google Form
2. Report out of Incidents
 - a. Publish Minutes on Gateway
3. Walking Paths
 - a. Identify Walking Pathways
 - b. Safety/Lighting Paths
4. Healthy Activity/Campaign
 - a. Creating Walking maps for stress reduction
 - b. Team /Campus Activity-Softball, pickleball
 - c. Wellness Center-Exercise
5. Emergency Preparedness
 - a. First Aid Kits in High-Risk Areas
 - b. Student First Aid Online Resources imbedded in curriculum/syllabi
 - c. Floor Marshall Training
 - d. Safety/Emergency Boxes
 - e. GEO Coding the Campus
 - f. Review fire alarm protocol
 - g. Review safety protocol for disaster issues
 - h. Review what emergency supplies
6. End of semester presentation to PAC

Meeting Time and Schedule:

- Monday, November 18, 2024, 10:30 a.m.-12:00 p.m.
- Monday, December 16, 2024, 10:30 a.m.-12:00 p.m.
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Next Steps:

1. Prioritize Annual Goals/Projects/Tasks
2. Identify Funding Resources
3. Create Subcommittees